
Appendices

***Operating Budget & Capital Improvement Program
FY 2006-2007***

CITY OF CARLSBAD
PLANNED MAJOR CAPITAL OUTLAY ITEMS 2006-2007

Org Key	Department	Item Description	Qty	Cost
GENERAL FUND				
0011012	COMMUNICATIONS	Intel core multiprocessor tower	1	13,622
		Subtotal Communications		13,622
	POLICE			
0012124	Canine	Fully trained police canine	1	10,000
0012120	Field Operations	Marked police vehicle with light bar, radio, in-car computer, GPS, modem,	1	50,000
0012130	Investigations	Unmarked police sedan with radio	1	23,500
		Subtotal Police		83,500
	LIBRARY			
0014050	Media	The Inscribe INCA CG upgrade	1	24,377
0014060	Programs/Exhibition	RISO RP3700 Printer Supplicator	1	23,945
0014070	Library Administration	Xerox Work Centre Pro 232	1	17,494
		Subtotal Library		65,816
0015020	PARKS	200' Aluminum handrail between fields 1 & 2 at Poinsettia Park	1	22,500
		Sidewalk around tot lot, additional concrete pads for tables & benches Cal	1	25,000
		Picnic table & bench replacement throughout City parks	26	32,500
		Compact Truck	1	23,705
		Subtotal Parks		103,705
0015060	FACILITIES	Outdoor lighting & bollards for Senior Center	32	24,000
		Fire alarm systems for Calavera, Stagecoach, Cole and City Hall	1	110,000
		HVAC for Senior Center and City Hall	2	160,000
		Computer Room AC and UPS for Faraday and Dove	1	170,000
		Hybrid sedan PW Inspector & Streets department	1	23,705
		Subtotal Facilities		487,705
0015710	ENGINEERING	Mira Monte Emergency Access Gate	1	68,000
		Subtotal Engineering		68,000
0016355	STREET MAINTENANCE	Seawall repairs Carlsbad Boulevard	1	60,000
		Subtotal Street Maintenance		60,000
0016370	TRAFFIC SIGNAL MAINTENANCE	Traffic Signal battery back-up systems	15	120,000
		Type III meter service at Cinema & Marron	1	35,000
		Underground conduit repair & equipment replacement Chestnut & El Cami	1	60,000
		Underground conduit repair & equipment replacement Carlsbad B. & Tam	1	95,000
		Subtotal Traffic Signal Maintenance		310,000
TOTAL GENERAL FUND				\$1,192,348
OTHER FUNDS				
1903401	SECTION 8 RENTAL ASSISTANCE	Section * Rental Assistance Software		40,000
		Subtotal Street Light Maintenance Fund		40,000
5215710	STORM WATER PROTECTION	1 Ford Ranger Pick-up with Extended Cab		21,550
		Subtotal Storm Water Protection		21,550
6215061	VEHICLE REPLACEMENT	Sedan, Police	6	\$210,000
		Sedan, Int Police	3	\$54,000
		Small Hybrid SUV	1	\$28,000
		Van, Mini	1	\$21,000
		Mcycle, Full Size BMW	3	\$60,000
		Pickup 1/2 T	4	\$80,000
		Pickup 3/4 T	1	\$26,000
		Truck 3/4 Utility	1	\$32,000
		Truck , Aerial Large	1	\$120,000
		MICU	1	\$155,000
		Tractor, Large	1	\$28,000
		Mower, Special	1	\$21,000
		Mower, Riding Large	2	\$50,000
		Mower, Riding Large	1	\$55,000
		Subtotal Vehicle Replacement	27	940,000
6401710	INFORMATION TECHNOLOGY	Voicemail Server Replacement	1	150,000
		Replacement of Faraday and Blade servers (1 year ahead of schedule)	2	40,945
		Replacement of Network Printers	3	34,480
		KVM Replacement	1	31,400
		Monitors	80	25,860
		NEC MA4000 web based, centralized voice server management system	1	17,000
		Computers (desktop & laptop)	240	303,630
		Public Zen Application Server at Cole	1	8,620
		Firewall for lab - Cisco PIX 515	1	3,555
		HP Laser Jet Printers	56	78,442
		Dove Library public server	1	8,620
		Help Desk Remote Access Terminal Server	1	8,620
		Scanner (large and small sized DMS scanners)	8	65,728
		Subtotal Information Technology		776,900
TOTAL OTHER FUNDS				\$1,778,450
GRAND TOTAL				\$2,970,798
Major Capital Outlay only includes items over \$10,000				

**CITY OF CARLSBAD
OUT-OF-STATE TRAVEL REQUESTS 2006-07**

ORG KEY	DEPARTMENT	TRAVEL DESCRIPTION	# OF PEOPLE	DESTINATION	06-07 BUDGET REQUEST
GENERAL FUND					
0010110	CITY COUNCIL	Innovation Groups	5	Washington, DC	6,000
		Legislative Meetings	2	Washington, DC	2,000
		American Shore and Beach Preservation Ass. (ASBPA)	1	Long Branch, NJ	1,500
					9,500
0010310	CITY TREASURER	Ass'n of Public Treasures US and Canada Annual Confer.	1	Memphis, TN	2,202
					2,202
0011010	CITY MANAGER	Innovation Groups	3	Washington	3,000
		ICMA Best Practices	3	Out of State	3,500
		Innovation Groups Board Meetings	2	Out of State	2,000
		Legislative Meetings	5	Washington DC	4,000
		National League of Cities	2	Washington DC	2,000
		Innovation Groups (workshops) Budgeting for Outcomes	4	Out of State	2,500
		ICMA Annual Conference	2	Pennsylvania	2,500
					19,500
0010210	CITY CLERK	IIMC - National Conference	1	New Orleans, LA	3,500
					3,500
0011012	COMMUNICATIONS	3 CMA	1	Out of State	3,000
		NATOA	2	Florida	2,500
		Point of Lights Foundation	1	Out of State	2,000
		National Broadcasters Association	1	Nevada	750
					8,250
0011110	ADMINISTRATIVE SERVICES	ICMA Conference 9/9-13/06	1	San Antonio, TX	2,000
		Innovation Groups - Forum Meeting (quarterly)	1	Western US	1,800
		Innovation Groups - Transforming Local Government Conference	1	Midwest or Western US	1,500
		Washington, DC - Legislative trip	1	Washington, DC	1200
					6,500
0011112	STRATEGIC CHANGE TEAM	Innovation Groups	1	Midwest or Western US	1,500
					1,500
0011210	CITY ATTORNEY	IMLA Annual Conference		Portland, OR	1,800
		IMLA Mid-Year Conference		Washington, DC	1,900
		Nat'l College of DA's Government. Civil Practice		Las Vegas, NV	1,600
					5,300
0011310	FINANCE	GFOA Winter Meeting		Washington, DC	1,100
		Software Users Conf (2)		Out of State	2,100
		Harris Users Conf (1)		Out of State	950
		Outcome Budgeting Goal(2)		Out of State	3,050
					7,200
0011510	HUMAN RESOURCES	Linkage	3	Out of State	5,700
		Inscape (Disc instrument certification)	1	Out of State	2,000
		WRIPAC (Personnel Assessment Professional Org)	1	Out of State	500
		ASTD (American Society for Training & Development)	1	Out of State	2,300
		SHRM (Society for Human Resource Management)	3	Out of State	3,000
		Innovations Group (Western Region)	3	Out of State	1,000
		IPMA (Western Region)	1	Out of State	1,000
		HR. com	1	Out of State	1,000
					16,500
0011610	RECORDS MANAGEMENT	ARMA Int'l (Association of Record Managers&Administrators)	2	San Antonio, TX	5,000
		AIIM	1	Philadelphia, PA	2,500
		MER (Managing Electronic Records)	1	Chicago, IL	3,000
		National Notary Association (NNA)	1	Out of State	2,700
					13,200
0012110	POLICE ADMINISTRATION	International Association of Chiefs of Police (IACP)	1	Boston	1,800
					1,800
0012120-26	POLICE FIELD OPERATIONS	FBI National Academy	1	Quantico, VA	975
		Int'l Association for Identification Forensic Conference	1	Boston	1,400
					2,375

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ORG KEY	DEPARTMENT	TRAVEL DESCRIPTION	# OF PEOPLE	DESTINATION	06-07 BUDGET REQUEST
GENERAL FUND					
0012130	POLICE INVESTIGATIONS	Witness Interview Training	Unknown	Out of State	1,000
					1,000
0012131	POLICE VICE/NARCOTICS	Witness Interview Training	Unknown	Out of State	400
					400
0012136	POLICE VIOLENT CRIME	California Homicide Investigators Association Conference	2	Reno, NV	1,800
					1,800
0012140	POLICE SUPPORT OPERATIONS	International Tiburon CAD Users Conference	3	Milwaukee WI	4,200
		Background Investigations	1	Out of State	1,000
		Law Enforcement Information Managers Conference	1	Out of State	1,800
					7,000
0012146	DISASTER PREPAREDNESS	Int'l Association of Emergency Managers Annual Conference	1	Orlando	1,500
		Nat'l Emergency Managers Association Conference	1	Out of State	1,200
					2,700
0012225	FIRE PREVENTION	National Fire Protection Ass(NFPA) Annual Conference	1	Out of State	1,000
					1,000
0012220	FIRE - EMERGENCY OPERATIONS	ULI Fall Meeting	1	Denver, Colorado	1,700
0013010	COMMUNITY DEVELOPMENT	Making Cities Livable Conference	1	Out of State	1,745
					3,445
0013210	PLANNING	NCI Charrette Planner Certification	1	Portland, OR	1,700
		APA Conference	1	Out of State	1,700
					3,400
0013310	GEOGRAPHIC INFO. SYSTEMS	Urban & Regional Inform. System Association Annual Confer.	1	Vancouver	1,700
					1,700
0013510	ECONOMIC DEVELOPMENT	ULI Fall Meeting	1	Denver, CO	1,700
					1,700
0014040	LIBRARY/TECHNICAL SERVICES	SirsiDynix Users Conference	1	Colorado	1,900
					1,900
0014050	LIBRARY MEDIA SERVICES	Library Programming Awards-NATO A Conference	1	Buena Vista, Florida	2,100
		2006 EMS Users' Conference	1	Denver, Colorado	1,973
					4,073
0014070	DOVE LIBRARY ADMIN	Sirsi Superconference (Devin)	1	Colorado Springs	1,600
		American Library Association	1	Washington DC	2,100
		ASIS&T Annual Meeting (Devin)	1	Austin, TX	1,410
		American Library Association	1	Washington DC	2,350
					7,460
0014510	PARK PLANNING & MANAGEMENT	American Society of Landscape Architects Conference	2	Minneapolis	3,600
					3,600
0014520	RECREATION-AQUATICS	National Recreation and Parks Association Aquatics	3	Atlanta, Georgia	4,125
					4,125
0014544	LEO CARRILLO RANCH	National Trust Historic Preservation Conference	1	Pittsburgh, PA	2,000
					2,000
0015710	ENGINEERING	AWWA National Conference	1	Ontario, Canada	3,000
		APWA Congress 2006	1	Kansas City, MO	1,900
		Underground Construction Technology Conference	1	Atlanta, CA	1,900
		Permits Plus Annual Conference	1	Out of State	1,200
					8,000
0016010	PUBLIC WORKS ADMIN.	APWA Conference	1	Kansas City, MO	2,500
					2,500
TOTAL GENERAL FUND					\$155,130

**CITY OF CARLSBAD
OUT-OF-STATE TRAVEL REQUESTS 2006-07**

ORG KEY	DEPARTMENT	TRAVEL DESCRIPTION	# OF PEOPLE	DESTINATION	06-07 BUDGET REQUEST
OTHER FUNDS					
1212110	POLICE - ASSET FORFEITURE				
5016310	WATER OPERATIONS	Colorado River Water User Association	1	Las Vegas, NV	1,000
		Harris Utility Billing Conference	1	Out of State	2,300
		CA-NV-AWWA Annual Spring Conference	2	Out of State	2,800
		AWWA Annual National Conference	1	Out of State	2,200
		Western Regional Backflow Conference	1	Las Vegas, NV	1,500
		American Backflow Prevention Association	1	Reno, NV	1,500
		Hansen Work Order Software Conference	2	Out of State	2,700
					14,000
5026310	RECYCLED WATER OPERATIONS	Western Regional Backflow Conference	1	Las Vegas, NV	1,500
		American Backflow Prevention Association	1	Reno, NV	1,500
					3,000
5116310	SANITATION OPERATIONS	Harris Utility Billing Conference	1	Out of State	2,300
		Tri-State Water/Sewer Conference	1	Stateline, NV	1,100
					3,400
5206375	SOLID WASTE	NRC Conference/HHW Conference	2	Atlanta	2,500
					2,500
5215710	STORM WATER		2	Denver	3,600
					3,600
6401710	INFORMATION TECHNOLOGY	Harris User Conference	1	South Eastern US	2,100
		HP Insight Manager - Server Management Tool	1	Chicago, IL	2,600
		Novell Brainshare	1	Salt Lake City, UT	800
		Novell Network& Identify Mgr Trainging	2	Western U.S.	6,000
		Identity Manager 3	1	Western U.S.	3,495
		CMS Technical Training	1	Western U.S.	2,500
		IT Management Conference	2	Western U.S.	4,000
		Business Objects Enterprise (Crystal) Trainging	2	Eastern U.S.	6,000
					27,495
TOTAL OTHER FUNDS					\$53,995
GRAND TOTAL OUT OF STATE TRAVEL					\$209,125

GLOSSARY

Appropriation - A specific amount of money authorized by the City Council for an approved work program or individual project.

Assessed Valuation - A dollar value placed on real estate or other property by San Diego County as a basis for levying property taxes.

Balanced Budget - A budget in which planned expenditures do not exceed planned funds available.

Beginning/Ending Fund Balance - Unencumbered resources available in a fund from the prior/current year after payment of the prior/current year expenses.

Bond - A certificate of debt issued by an entity, guaranteeing payment of the original investment, plus interest, by a specified future date.

Budget - An annual financial plan that identifies revenues, types and levels of services to be provided, and the amount of funds that can be spent. Carlsbad's Operating Budget encompasses one fiscal year, as does the Capital Improvement Program appropriation.

Capital Improvement Program - A multi-year financial plan containing proposed construction of physical assets such as park, street, sewerage, and recreation facilities. This program has identified all projects which are the responsibility of the City between the present to buildout.

Capital Outlay - Equipment (fixed assets) with a value \$1,000 or more and an estimated useful life of more than one year, such as automobiles and office furniture, which appear in the Operating budget.

Cost Allocation - A method used to charge General fund overhead costs to other funds, such as Enterprise funds and Internal Service funds.

Debt Service - The payment of principal and interest on borrowed funds such as bonds.

Department - An organizational unit comprised of programs or divisions. Examples include the Police Department, Library Department, and Human Resources Department.

Encumbrance - A legal obligation to pay funds, an expenditure of which has not yet occurred.

Enterprise Fund - A fund type established to account for the total costs of selected governmental facilities and services that are operated similar to private enterprises. These programs are entirely self-supported, and include the Water and Sanitation Departments.

Expenditure - The actual spending of funds set aside by appropriation for identified goods and services.

Fee - A general term used for any charge levied by government for providing a service or permitting an activity.

Fiscal Year - A twelve-month period of time designated as the budget year. Carlsbad's fiscal year is from July 1 to June 30.

Fund - A set of interrelated accounts to record revenues and expenditures associated with a specific purpose.

Fund Balance - The amount of financial resources available for use.

General Fund - The primary fund used by the City for which revenues and expenditures are not legally restricted for use. Examples of departments operating within the General fund include Fire, Library, and the City Manager's Office.

Grant - Contributions of cash or other assets from another governmental agency to be used or expended for a specified purpose, activity, or facility.

Growth Management Plan - A comprehensive approach to land-use planning ensuring controlled and managed growth within the City, while providing designated public facilities.

Growth Management Standards - Standards for acceptable service levels that have been established for eleven public facility categories.

Interfund Transfers - Payments from one fund to another fund, primarily for work or services provided.

Internal Service Fund - A fund that provides services to all City departments, and bills the various other funds for services rendered. Examples of Internal Service funds include Fleet Maintenance, Information Systems, and Workers' Compensation Insurance.

Maintenance and Operation - A general category used for classifying expenditures for materials, supplies, and services that are normally used within the fiscal year.

Operating Budget - The annual appropriation of funds for ongoing program costs, which include salaries, benefits, maintenance, operation, and capital outlay items.

Operating Costs - Estimated expenses that can be expected to occur following the construction of a Capital Improvement Project.

Personnel - Costs associated with providing the staff necessary to provide the desired levels of services. Included are both salary and benefit costs.

Revenues - Amount of funds received from the collection of taxes, fees, permits, licenses, interest, and grants during the fiscal year.

Special Revenue Funds - A fund that collects revenues that are restricted by the City, State, or federal government as the method by which they may be spent.

